



**YOUTH SERVICES
OFFICE OF JUVENILE JUSTICE**

ACKNOWLEDGMENT OF DUTIES OF MANDATORY REPORTER

I have reviewed the definitions and information regarding mandatory reporting requirements.

I acknowledge and understand that I am a mandatory reporter. As a mandatory reporter, I have an obligation to report suspected abuse or neglect that endangers the physical or mental health or welfare of a youth age 17 or under to the Louisiana Department of Children and Family Services (DCFS) toll-free number 1-855-4LA-KIDS (1-855-452-5437), which is manned 24 hours a day, seven days a week.

I also acknowledge and understand that I must report knowledge of abuse or neglect to my supervisor. A copy of any written report I prepare regarding suspected abuse or neglect shall also be submitted to the Unit Head, and to Central Office Investigative Services.

YS Employee's Signature

Date of Signature

YS Employee's Name / Title (Printed)

c: Employee's Personnel File